Job Title: Support Educator (Full Time)

Hourly Scale: $21/hr - $24/hr

Statement of Purpose: *To provide a warm, nurturing, safe, consistent, and stimulating environment where self-esteem is enhanced, independence is encouraged, and individuals are respected. To act as a facilitator in the learning process and encourage collaborative problem solving, emergent curriculum, and a learning environment for the whole child with a commitment to an anti-bias perspective. To foster investigation, building relationships, and appreciation of diversity and divergent thinking. To enrich childhood with a deepening sense of belonging to a group that has a growing, collective history.*

Responsibilities:

- Provide direct supervision of children with an awareness of community care licensing Title 22 requirements.
- Demonstrate respect and acceptance for children and understanding of their needs. Be aware of and provide for the special needs of children (I.e.-medications, allergies, etc.).
- Willingness to be flexible within the duties required. Be able to support and transition through all classrooms to support the break and meeting times of the other teachers.
- Responsible for supporting and facilitating an emergent, developmentally appropriate curriculum based on observations and children's interests.
- Plan and prepare a balance of open-ended, readily available, and long-term activities and projects that engage all realms of development which support the whole child; including cognitive, physical, social, and emotional growth.
- Remain current in best practices and knowledgeable of early childhood developmental stages. Develop creative ways of supporting children's development through meaningful, constructivist teaching practices.
- Be committed to the development of each child in relation to the community of others, rather than each child in isolation.
- Ensure that activities are developmentally appropriate, reflect the cultural heritage of the children, challenge gender and racial stereotypes, and show an appreciation for lifestyle diversity.
- Maintain the set-up an appropriate environment (as the third teacher) both indoors and outdoors. As a daily responsibility, replenish and refresh these environments to support children's growing interests and skills as well as nurture best health and safety practices.
- Support children's portfolios illustrating children's growth and development via photographs, anecdotal notes, and children's work.
- Participate in a rotation of documentation contributions for the school website and blog. Each member of the teaching staff will provide content for these platforms at least once per academic school year.

- Possess a high comfort level of collaboration, designing and documenting emergent curriculum with children, colleagues, and families. Communicate with fellow team members as well as with parents about children's progress and behavior.
- Provide a safe social and emotional environment that fosters close and trusting relationships with children, families, fellow staff members, as well as the administrative team.
- Maintain regular and open communication with parents. Attentively address and concerns and challenges brought forth by parents or children while working collaboratively with the main classroom teachers to create well-balanced solutions that meet both individual needs and the overarching needs and requirements within our program.
- Assist in the development of a collaborative team atmosphere as well as providing guidance and support to other teachers.
- Demonstrate solid writing and computer skills and be technologically motivated.
- Check and maintain your Little Owl email account daily. Email account access will be provided to you during the entirety of the time you are on staff. This email is an additional means of communication with other staff as well as families.
- Possess the confidence and spirit to speak publicly about Reggio-inspired/constructivist early childhood education programming. Each member of the teaching staff will be required to contribute to one or more Little Owl Educator workshops and/or tours.
- Attend and engage in periodic trainings provided by Little Owl that support constructivist-based teaching strategies and curriculum planning.
- Abide by and model the Little Owl stance on environmental stewardship, which encourages an awareness of responsibility for sustainable, eco-friendly practices.

Minimum Requirements:

- Completion of at least 12 early childhood units in the area of child development, child/family/community, programs, and curriculum (core courses).
- Minimum of one year teaching experience in a licensed early childhood program preferred.
- Knowledge and experience with Reggio-inspired and constructivist curriculum preferred.
- Commitment to reflect on teaching and continue professional and educational development by attending classes, workshops, or conferences.
- A year-by-year contracted commitment to actively engage and fulfill the responsibilities and teaching duties within our early childhood education program.
- Available to work full-time, Monday-Friday within the time frame of school business hours; between 35- 40 hours per week. Preferred time frames are not guaranteed but will be considered. In the case of staff absences and periodic professional development trainings, availability to work additional hours may be needed.
- Commitment to attend occasional school events outside of regular scheduled hours as well as a monthly staff meeting.

Physical and Mental requirements:
The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions in the inside and outside environments. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands: While performing the duties of job, an employee is regularly required to stand, walk, and sit; talk or hear, both in person and by telephone; use hands to finger, handle, or feel objects or controls; reach with hands and arms. An employee is required to stoop, kneel, bend, crouch, or crawl, climb or balance and lift up to 50 pounds.
Specific vision abilities required by this job include close vision, distance vision, depth perception, color vision, and the ability to adjust focus.

Mental Demands: While performing the duties of the job, the employee us regularly required to use written and oral communication skills; read and interpret information; analyze and sole problems; observe and interpret people and situations; use basic math; learn and apply new information or; work with constant interruptions and interact with administrators, team teachers and other staff, parents, children and others encountered in the course of work.

Work Environment: The employee works in a classroom setting, and the noise level is occasionally moderately loud.

This position reports to and works in conjunction with the administrative team of executive director, program coordinator, curriculum coordinator, and administrative coordinator. See Personnel Manual for specific reporting requirements.